

## **REGULAR COUNCIL**

Minutes of a Regular Meeting of Council of the City of Salmon Arm held in the Council Chamber of the City Hall, 500 - 2 Avenue NE, Salmon Arm, British Columbia, on **Monday, September 24, 2018.**

### **PRESENT:**

Mayor N. Cooper  
Councillor K. Flynn  
Councillor A. Harrison  
Councillor T. Lavery  
Councillor L. Wallace Richmond

Chief Administrative Officer C. Bannister  
Director of Corporate Services E. Jackson  
Director of Engineering & Public Works R. Niewenhuizen  
Director of Development Services K. Pearson  
Chief Financial Officer C. Van de Cappelle  
Recorder B. Puddifant

### **ABSENT:**

Councillor C. Eliason  
Councillor K. Jamieson

### **1. CALL TO ORDER**

Mayor Cooper called the meeting to order at 1:30 p.m.

### **2. IN-CAMERA SESSION**

0397-2018

Moved: Councillor Flynn  
Seconded: Councillor Lavery  
THAT: Pursuant to Section 90 (1) of the Community Charter, Council move In-Camera.

**CARRIED UNANIMOUSLY**

Council moved In-Camera at 1:30 p.m.  
Council returned to Regular Session at 2:23 p.m.  
Council recessed until 2:30 p.m.

### **3. REVIEW OF AGENDA**

Item 18.1 - UBCM Community Resilience Investment Program was added as a late item under Other Business.

Item 8.1 - City of Salmon Arm 2019 Permissive Tax Exemption Bylaw No. 4279 was removed from the Agenda and will be considered on October 9, 2018.

### **4. DISCLOSURE OF INTEREST**

Mayor Cooper declared a conflict of interest with Item 10.1.5 as she is involved in the fundraising for this project.

**4. DISCLOSURE OF INTEREST - continued**

Councillor Wallace Richmond declared a conflict with Item 10.1.16 as her firm is employed by Okanagan College.

**5. PRESENTATIONS / DELEGATIONS**

**1. Victoria Olynik, Shuswap Branch Manager, BCSPCA - Salmon Arm and the BC SPCA**

Victoria Olynik, Shuswap Branch Manager, BCSPCA presented information on the Salmon Arm and the BC SPCA. She was available to answer questions from Council.

**6. CONFIRMATION OF MINUTES**

**1. Regular Council Meeting Minutes of August 27, 2018**

0398-2018                      Moved: Councillor Harrison  
                                      Seconded: Councillor Wallace Richmond  
                                      THAT: the Regular Council Meeting Minutes of August 27, 2018, be adopted as circulated.

CARRIED UNANIMOUSLY

**2. Special Council Meeting Minutes of September 7, 2018**

0399-2018                      Moved: Councillor Lavery  
                                      Seconded: Councillor Wallace Richmond  
                                      THAT: the Special Council Meeting Minutes of September 7, 2018, be adopted as circulated.

CARRIED UNANIMOUSLY

**7. COMMITTEE REPORTS**

**1. Development and Planning Services Committee Meeting Minutes of September 17, 2018**

0400-2018                      Moved: Councillor Harrison  
                                      Seconded: Councillor Lavery  
                                      THAT: the Development and Planning Services Committee Meeting Minutes of September 17, 2018, be received as information.

CARRIED UNANIMOUSLY

**2. Agricultural Advisory Committee Meeting Minutes of August 15, 2018**

0401-2018                      Moved: Councillor Wallace Richmond  
                                      Seconded: Councillor Harrison  
                                      THAT: the Agricultural Advisory Committee Meeting Minutes of August 15, 2018 be received as information.

CARRIED UNANIMOUSLY

7. **COMMITTEE REPORTS – continued**

3. **Community Heritage Commission Meeting Minutes of April 20, 2018**

0402-2018                      Moved: Councillor Wallace Richmond  
                                      Seconded: Councillor Flynn  
                                      THAT: the Community Heritage Commission Meeting Minutes of April 20, 2018  
                                      be received as information.

CARRIED UNANIMOUSLY

4. **Housing Task Force Meeting Minutes of August 13, 2018**

0403-2018                      Moved: Councillor Lavery  
                                      Seconded: Councillor Wallace Richmond  
                                      THAT: the Housing Task Force Meeting Minutes of August 13, 2018 be received  
                                      as information.

CARRIED UNANIMOUSLY

5. **Environmental Advisory Committee Meeting Minutes of September 6, 2018**

0404-2018                      Moved: Councillor Lavery  
                                      Seconded: Councillor Harrison  
                                      THAT: the Environmental Advisory Committee Meeting Minutes of September  
                                      6, 2018 be received as information.

CARRIED UNANIMOUSLY

8. **INTRODUCTION OF BYLAWS**

1. **City of Salmon Arm 2019 Permissive Tax Exemption Bylaw No. 4279 – First, Second  
and Third Readings**

Removed from Agenda.

2. **City of Salmon Arm Zoning Amendment Bylaw No. 4282 [ZON-1131; Salmon Arm  
Shopping Centres Ltd./Green Emerald Investments Inc.; 1511 10 Avenue SW; R-1 to C-  
3]– First and Second Readings**

0405-2018                      Moved: Councillor Flynn  
                                      Seconded: Councillor Harrison  
                                      THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No.  
                                      4282 be read a first and second time;

AND THAT: final reading of Zoning Amendment Bylaw No. 4282 be withheld  
subject to approval by the Ministry of Transportation and Infrastructure.

CARRIED UNANIMOUSLY

8. **INTRODUCTION OF BYLAWS – continued**

3. **City of Salmon Arm Zoning Amendment Bylaw No. 4283 [ZON-1132; Fennell, L. & S.; 110 2 Street SE; R-1 to R-8] – First and Second Readings**

0406-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Zoning Amendment Bylaw No. 4283 be read a first and second time;

AND THAT: final reading of Zoning Amendment Bylaw No. 4283 be withheld subject to:

1. confirmation that the proposed detached suite meets Zoning Bylaw and BC Building Code requirements; and
2. approval by the Ministry of Transportation and Infrastructure.

CARRIED UNANIMOUSLY

4. **City of Salmon Arm Cemetery Management Bylaw No. 4280 – First, Second and Third Readings**

0407-2018

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: the bylaw entitled City of Salmon Arm Cemetery Management Bylaw No. 4280 be read a first, second and third time.

CARRIED UNANIMOUSLY

9. **RECONSIDERATION OF BYLAWS**

1. **City of Salmon Arm Road Closure Bylaw No. 4266 [Bickle, J. & J./Morgan, R. & M./Taylor, S. & E; Portion of 25 Avenue SW] – Final Reading**

0408-2018

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: the bylaw entitled City of Salmon Arm Road Closure Bylaw No. 4266 be read a final time.

Prior to calling the question, Mayor Cooper called for input from the public.

CARRIED UNANIMOUSLY

2. **City of Salmon Arm Council Procedure Bylaw No. 4276 – Final Reading**

0409-2018

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the bylaw entitled City of Salmon Arm Council Procedure Bylaw No. 4276 be read a final time.

CARRIED UNANIMOUSLY

9. **RECONSIDERATION OF BYLAWS – continued**

3. **City of Salmon Arm Fee for Service Amendment Bylaw No. 4278 [Cannabis Retail Processing Fee] – Final Reading**

0410-2018

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: the bylaw entitled City of Salmon Arm Fee for Service Amendment Bylaw No. 4278 be read a final time.

CARRIED UNANIMOUSLY

10. **CORRESPONDENCE**

1. **Informational Correspondence**

For information.

6. **D. Hewer – letter received September 6, 2018 – Request to use Canoe Beach and Gazebo for Celebration of Life for Dustin Hewer on November 2, 2018**

0411-2018

Moved: Councillor Wallace Richmond

Seconded: Councillor Harrison

THAT: Council authorize D. Hewer to hold a Celebration of Life for Dustin Hewer on November 2, 2018 at Canoe Beach and the Gazebo subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

15. **J. Aitken, SABNES/Shuswap Naturalist Club – letter dated September 6, 2018 – Invasive Plant “Woody Nightshade” Cleanup**

0412-2018

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: Council contribute \$2,000.00 to SABNES for Woody Nightshade cleanup to be funded from 2018 Council initiatives.

CARRIED UNANIMOUSLY

14. **L. Wong, Manager, Downtown Salmon Arm – letter dated September 5, 2018 – Winter Solstice Bonfire Night**

0413-2018

Moved: Councillor Lavery

Seconded: Councillor Flynn

THAT: Council authorize Downtown Salmon Arm to hold the Winter Solstice Bonfire Night on Alexander Street which will be closed to vehicular traffic from 4:00 p.m. to 8:00 p.m. on Thursday, December 20, 2018, subject to the provision of adequate liability insurance.

CARRIED UNANIMOUSLY

**10. CORRESPONDENCE - continued****1. Informational Correspondence – continued**

Mayor Cooper declared a conflict and left the meeting at 3:41 p.m.

Councillor Harrison assumed the chair.

**5. C. El Gazzar – email dated August 29, 2018 – Update on fundraising for Playground Communication Board at Blackburn Park**

0414-2018

Moved: Councillor Lavery

Seconded: Councillor Wallace Richmond

THAT: Council contribute \$500.00 for the Playground Communication Board at Blackburn Park, to be funded from 2018 Council initiatives.

CARRIED UNANIMOUSLY

Mayor Cooper returned to the meeting at 3:43 p.m.

**11. STAFF REPORTS****1. Director of Development Services - Agricultural Land Commission Application No. ALC-377 [Mountainview Baptist Church/Alberts, K.; 4480 – 30 Street NE; Non-Farm Use]**

0415-2018

Moved: Councillor Flynn

Seconded: Councillor Harrison

THAT: Agricultural Land Commission Application No. ALC-377 be authorized for submission to the Agricultural Land Commission.

CARRIED UNANIMOUSLY

**2. Chief Financial Officer – Purchase of Fire Apparatus**

0416-2018

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: the 2018 Budget contained in the 2018 – 2022 Financial Plan Bylaw be amended to include an allocation for Fire Truck No. 4 Engine Replacement in the amount of \$21,000.00 funded from the Emergency Apparatus Reserve Fund;

AND THAT: the City's Purchasing Policy No. 7.13 be waived in procurement of the supply and installation of an engine for Fire Truck No. 4 (Unit 223) and to authorize the sole sourcing of same to Gemm Diesel Ltd.;

AND THAT: Council award the supply and installation of a used engine for Fire Truck No. 4 to Gemm Diesel Ltd. in accordance with their quote in the amount of \$15,176.00 plus applicable taxes.

Fire Chief Brad Shirley spoke regarding the repairs and was available to answer questions from Council.

CARRIED UNANIMOUSLY

**11. STAFF REPORTS – continued****3. Chief Financial Officer – Airport Fuel Supply Self-Serve Fueling Terminal****0417-2018**

Moved: Councillor Lavery

Seconded: Councillor Harrison

THAT: the Mayor and Corporate Officer be authorized to execute the Support Agreement with InfoNet Technology from the date of acceptance estimated to be October 1, 2018 until such time as the device and software are no longer used;

AND THAT: the Mayor and Corporate Officer be authorized to execute the Merchant Agreement with Global Payments for a one (1) year period and optional renewal term of six (6) months from the date of acceptance estimated to be October 1, 2018:

AND THAT: the 2018 Budget contained in the 2018 – 2022 Financial Plan Bylaw be amended to increase the allocation for Memberships and Licenses in the amount of \$2,100.00 funded from the Airport Taxiway Reserve.

CARRIED UNANIMOUSLY

**4. Director of Engineering & Public Works - Recycle BC Statement of Work for Curbside Collection Services Provided by Local Government****0418-2018**

Moved: Councillor Wallace Richmond

Seconded: Councillor Flynn

THAT: Mayor and Council authorize staff to execute the new Statement of Work for Curbside Collection Services Provided by Local Government (SOW), with Recycle BC, effective November 30, 2018 to December 31, 2023.

CARRIED UNANIMOUSLY

**5. Director of Engineering & Public Works - Budget Amendment – Replacement of Unit#46 – Truck & Crane****0419-2018**

Moved: Councillor Harrison

Seconded: Councillor Lavery

THAT: the 2018 Budget contained in the 2018 – 2022 Financial Plan Bylaw be amended to reflect required funding for the replacement of Unit #46 – 2012 Silverado C3500 Truck together with Crane, Dump Box and required vehicle modifications in the amount of \$90,000.00 allocated from the Equipment Replacement Reserve Fund.

CARRIED UNANIMOUSLY

**6. Director of Engineering & Public Works - Project Award – Metford Dam Berm – Access Road and Flow Pond Upgrades****0420-2018**

Moved: Councillor Flynn

Seconded: Councillor Wallace Richmond

THAT: Council award the Metford Dam Berm – Access Road and Flow Pond Upgrade project to L.B. Chapman Construction Ltd. in accordance with the terms of their proposal in the amount of \$175,000.00 plus applicable taxes.

CARRIED UNANIMOUSLY

12. NEW BUSINESS

13. COUNCIL STATEMENTS

1. Committees of Council/Agency Representatives

Members of Council reported on the Committees and Agencies they represent.

14. COLUMBIA SHUSWAP REGIONAL DISTRICT UPDATE

15. SALMON ARM SECONDARY YOUTH COUNCIL

1. Introduction of 2018/2019 Salmon Arm Secondary Youth Council

Graham Gomme, Salmon Arm Secondary teacher, spoke regarding the Youth Council and students Sarah Johnston, Marissa Materi, Blanka Stepankova, Richard Jurasek, Ben Van Bergeyk, Griffin Wilchuk, Johah Hector, Dylan Paquette, Luke Rivette, Zachary Naish and Emma Brennan introduced themselves to Council.

2. Gray Simms Update on 2018 UBCM Convention

Grey Simms provided an overview of his attendance at the 2018 UBCM Convention.

16. NOTICE OF MOTION

17. UNFINISHED BUSINESS AND DEFERRED / TABLED ITEMS

18. OTHER BUSINESS

1. UBCM Community Resilience Investment (CRI) Program

0421-2018

Moved: Councillor Harrison

Seconded: Councillor Flynn

THAT: Council appoint Councillor Lavery to work with the Chief Administrative Officer to prepare an application for funding under the Community Resilience Investment Program (CRI) which may involve engaging a consultant and expending funds from the Strategic Wildfire Plan account.

CARRIED UNANIMOUSLY



19. ADJOURNMENT

0422-2018

Moved: Councillor Flynn

Seconded: Councillor Lavery

THAT: the Regular Council Meeting of September 24, 2018, be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 5:02 p.m.

CERTIFIED CORRECT:

"E. JACKSON"

CORPORATE OFFICER

"N. COOPER"

MAYOR

Adopted by Council the 9th day of October, 2018.